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RS-M-6
21 October 1953

REFERENCE SUBCOMMITTEE OF THE ADVISORY COMMITTEE ON FOREIGN
LANGUAGE PUBLICATIONS.

Minutes of Meeting held in the Directorate of Intelligence,
Department of the Air Force, Room 5B323, The Pentagon,
1000-1200 hours.

PRESENT:

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[REDACTED] CIA Librarian, Chairman
[REDACTED], CIA Library, Secretary
[REDACTED], CIA
[REDACTED] CIA
Lt. Col. George G. Maxfield, Doc. Ly., G-2
Miss Virginia M. Floyd, Doc. Ly., G-2
Miss Monica H. Kaech, Doc. Ly., G-2
Mr. Lewis M. Bright, IR, State
Major John C. McAninch, USAF
Major Allen G. Dunken, USAF
Captain Albert R. Timm, USAF
Captain Robert C. Laidlaw, USAF
Mrs. Katharine C. Walford, ONI
Mr. William R. Hudson, ONI
Mr. Walter E. Larson, ONI

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[REDACTED]

Approval of Minutes.

1. The minutes of the meeting of 16 September 1953 (RS-M-5)
were approved.

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Survey of Lexical Materials.

2. Manuscripts for the Czech, Hungarian and Rumanian inventories have been completed. The Russian inventory is 95% complete; Japanese, 95%; and Byelorussian, 75%.

AFOIN-CIA Joint Indexing Program.

3. Captain Laidlaw reported that the CIA Library indexing of Air Force document ozalid masters was started on 15 October 1953. A one-page instruction on how to use the Intellofax system will be submitted at the next meeting of this Committee.

Interlibrary Loan Working Group.

4. Mr. Larson, Chairman of the Working Group, reported that his Group is discussing (a) the A.L.A. Interlibrary Loan Code for possible application to intelligence libraries, (b) control of single-copy enclosures, and (c) inter-Agency use of interlibrary loan forms.

Microfilm Printer.

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5. [REDACTED] reported that a rapid printer for use with microfilm will be delivered to CIA in about thirty days. Its application to library operations and available cost factors will be discussed at the next meeting.

Chinese Communist Publications.

6. Dr. Chiu, Harvard-Yenching Institute, is planning to publish the Current Chinese Digest in a format similar to the former Soviet Press Translations published by the University of Washington, Seattle. The announced purpose of the Current Chinese Digest is to "digest Chinese Communist books and periodicals and to translate key materials".

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Intelligence Abbreviations.

7. The CIA Library plans a series of publications on abbreviations encountered in intelligence work. The first of the series will be devoted to abbreviations of the United States, British and international organizations and will be issued as a working paper in order that additions and corrections furnished by Subcommittee members may be included in a later edition.

Intelligence Serial Publications.

8. Captain Laidlaw furnished copies of an Annotated List of Intelligence Serial Publications Produced within the Directorate of Intelligence, Headquarters, USAF, 1 September 1953. External use is limited to IAC librarians. Mr. Bright reported that a similar State Department list of intelligence serials is in process.

Intelligence Collections and Files.

9. The CIA Library is gathering material relating to unique collections, files, indexes, etc., of the intelligence community for inclusion in a guide to national intelligence resources. Subcommittee members are requested to report the existence of such materials to the CIA Librarian.

AFOIN

10. Colonel McAninch and his staff conducted the group on a tour of the Dissemination and Control Division, AFOIN.

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Secretary
Reference Subcommittee

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